

APPENDIX F

CERTIFICATE OF GOOD STANDING (FOR CORPORATIONS)

INSERT DOCUMENT FROM BID BOOK HERE

Certificate of Good Standing: If the bidder is a corporation, a Certificate of Good Standing should accompany the bid. Certificate of Good Standing available online at: http://corp.sec.state.ma.us/corp/Certificates/Certificate_Request.asp or call Tel: (617) 727-9640 for more information.

CERTIFICATE OF GOOD STANDING

TO: Vendor

FROM: Purchasing Department

RE: **CERTIFICATE OF GOOD STANDING**

The **Awarded Vendor** must comply with our request for a **CURRENT** "Certificate of Good Standing".

If you require information on how to obtain the "Certificate of Good Standing" or Certificate of Registration (Foreign Corporations) from the Commonwealth of Massachusetts, please call the Secretary of State's Office at (617) 727-2850 (Press #1) located at One (1) Ashburton Place, 17th Floor, Boston, MA 02133 or you may access their web site at: www.MA.GOV/SEC/COR

If your company is incorporated outside of Massachusetts and therefore is a "foreign corporation", but is registered to do business in Massachusetts, please comply with our request for the Certificate of Registration from the Commonwealth of Massachusetts. If your company is a foreign corporation, but is not registered to do business in Massachusetts, please provide the Certificate of Good Standing from your state of incorporation.

Please note that without the above certificate (s), the City of Somerville cannot execute your contract.

IMPORTANT NOTICE

Requests for Certificates of Good Standing by mail may take a substantial amount of time. A certificate may be obtained immediately in person at the Secretary's Office at the address above. Also, at this time, the Secretary of State's Office may not have your current annual report recorded. If this is the case, and you are therefore unable to obtain the Certificate of Good Standing, please forward a copy of your annual report filing fee check with your signed contracts. Please forward your original Certificate of Good Standing to the Purchasing Department upon receipt.

Thank You,

Purchasing Director



The Commonwealth of Massachusetts
Secretary of the Commonwealth
State House, Boston, Massachusetts 02133

William Francis Galvin
Secretary of the
Commonwealth

March 23, 2009

TO WHOM IT MAY CONCERN:

I hereby certify that according to the records of this office,

SEQUOIA CONSTRUCTION, INC.

is a domestic corporation organized on **February 14, 1994**, under the General Laws of the Commonwealth of Massachusetts.

I further certify that there are no proceedings presently pending under the Massachusetts General Laws Chapter 156D section 14.21 for said corporation's dissolution; that articles of dissolution have not been filed by said corporation; that, said corporation has filed all annual reports, and paid all fees with respect to such reports, and so far as appears of record said corporation has legal existence and is in good standing with this office.



In testimony of which,
I have hereunto affixed the
Great Seal of the Commonwealth
on the date first above written.

William Francis Galvin
Secretary of the Commonwealth

APPENDIX G

PROCUREMENT DOCUMENTATION

ADVERTISEMENTS, NOTICE TO BIDDERS, ETC.

NOTICE TO BIDDERS
BID #09-40CD

All bids must be in accordance with terms and conditions set forth herein as stated.

SECTION A.

Sealed bids for: **ADA Ramp Construction** with a substantial project completion date of September 1, 2009. The bids will be received at the office of the Purchasing Director, Somerville City Hall, 93 Highland Avenue, Somerville, MA. 02143 no later than **Friday, February 13, 2009 at 11:00 A.M.** at which time and place they will be publicly opened and read.

A Pre-Bid Conference will be held on Monday, February 9, 2009 at 10:00 AM, OSPCD, 3rd floor Conference Room, Somerville City Hall, 93 Highland Avenue, Somerville, MA.

SECTION B.

Forms of price bid, specifications and terms of contract can be obtained at the above office on or after **Wednesday, January 21, 2009.**

SECTION C.

Bid envelopes shall be clearly marked as follows: **"Bid No: 09-40CD, Bid for ADA Ramp Construction"**.

SECTION D.

If **awarded** vendor is a Corporation, vendor must comply with request for "Certificate of Good Standing". See attached instructions.

SECTION E.

INSURANCE: **Awarded Vendor** must comply with insurance requirements as stated in the bid package.

SECTION F.

Living Wage - see specifications

SECTION G.

The requirements in Section **E** or **F** will be waived if the words "Non-Applicable" (N/A) are inserted in the space designated.

SECTION H.

The copy of the bid deposited with the City will be accompanied by a bid guarantee in the amount of 5% of the proposed bid amount. The estimated contract amount is \$140,000.00. A Bid bond, Certified Check, Treasurer's Check, or Cashier's Check made payable to the City must be submitted with each bid. Said bid guarantee will become the property of the City of Somerville if the proposal is accepted and the bidder either neglects or refuses to comply with the terms of the proposal. Bid guarantee will be returned within 30 days to all unsuccessful bidders.

SECTION I.

A Performance Bond and a Labor and Materials Bond in the amount of 100% of the total contract price will be required by the City.

SECTION J.

The Purchasing Director reserves the right to accept or reject any or all bids, to waive any minor informalities, to divide the award, to amend any specifications or to accept any portion of a bid, if in her sole judgment, the best interest of the City of Somerville would be served by so doing.

SECTION K.

The City reserves the right to cancel a contract, if awarded bidder does not respond to all necessary documents and required signature forms within twenty (20) working days of receipt of contract.

SECTION L.

The Vendor must certify that all employees to be provided have successfully completed at least ten (10) hours of OSHA approved training in Construction Safety and Health.

ADDENDA #1 ☒ #2 ☒ #3 ☐ #4 ☐ ACKNOWLEDGED
Failure to acknowledge receipt of addenda may result in your bid being rejected.

Signature: Kevin McCloud
Signature Name & Title: KEVIN Mc CLOUD - TREASURER
Company: SERVOIA CONSTRUCTION INC.
Date: 2-13-09 Tel. No: 781-447-8052 Fax: 781-447-8057

CR-2

CENTRAL REGISTER - GENERAL CONTRACTS

Public Contracts that are construction related and estimated to exceed \$10,000. Published two weeks prior to general bid opening.

AWARDING AUTHORITY AND PROJECT INFORMATION

AGENCY:

Somerville, City of
Purchasing Department
93 Highland Ave.
Somerville, MA 02143

PROJECT NUMBER:

IFB #09-40CD

ESTIMATED COST:

\$130,000.00

CONTRACTOR QUALIFICATION:

PROJECT:

*(required for building contracts over \$100,000 and
highway contracts over \$50,000)*

ADA Ramps: work consists of the construction of 12 Wheelchair ramps, meeting AAB standards, at four intersections.

CONTACT INFORMATION

Karen Mancini

PHONE 617-625-6600 ext. 3412

FAX: 617-625-1344

PLANS/SPECIFICATIONS AVAILABLE
(place, date and time)

EMAIL: kmancini@somervillema.gov

CONTRACT INFORMATION:

SUB BID DEADLIN
(date and time)

GENERAL BID DEADLIN 2/11/09 @ 11:00 A.M.
(date and time)

SUB BID CATEGORIE

ADDITIONAL INFORMATION Davis Bacon Wage Rates apply. 5% Bid Deposit Required.

ADA RAMPS (12) CONSTRUCTION
LEGAL NOTICE
CITY OF SOMERVILLE
PURCHASING DEPARTMENT
IFB # 09-40cd

The City of Somerville, through the
Purchasing Department invites
sealed bids for:

**ADA Ramps (12) Construction
Four Locations**

An Invitation for Bid (IFB) and speci-
fications may be obtained at the
Purchasing Department, City Hall, 93
Highland Ave., Somerville, MA,
02143 on or after:

Wednesday, January 21, 2009

Sealed bids will be received at the
above office until: **Wednesday,**

February 11, 2009 at 11:00 A.M. at

which time sealed bids will be
opened. The Purchasing Director
reserves the right to reject any or all
proposals if, in her sole judgment,
the best interest of the City of
Somerville would be served by so
doing.

**A Pre-Bid conference will be held
Tuesday, 2/3/2009 @ 10:00 AM
Somerville City Hall, OSPCD Conf.
Room, Third Floor**

The contract term shall be for a peri-
od of 1 year, from 3/1/2009 through
2/28/2010, with a substantial com-
pletion date of 9/1/2009.

**Davis Bacon Wage Rates apply.
5% Bid Deposit required.**

Rositha Durham
Purchasing Director
617-625-6600 x. 3400

AD#11870772
Somerville Journal 1-22-09

APPENDIX H

STATEMENT OF MANAGEMENT FOR CONTRACTS OVER \$100,000

STATEMENT OF MANAGEMENT

In accordance with M.G.L. Chapter 30, Section 39R, the undersigned successful bidder states that its system of internal accounting controls and that of its subsidiaries reasonably assure (1) that transactions are executed in accordance with management's general and specific authorization; (2) that transactions are recorded as necessary to permit preparation of financial statements in conformity with generally accepted accounting principles, and to maintain accountability for assets; (3) that access to assets is permitted only in accordance with management's general or specific authorization, and (4) that the recorded accountability for assets is compared with the existing assets at reasonable intervals and appropriate action was taken with respect to any difference.

Executed this 24 day of MARCH 2009

On behalf of SEQUOIA CONST
(Successful bidder name)

10 BUCKLEY AV WHITMAN MA.
(Address and telephone of successful bidder)
781-447-8052

EDWARD McCloud
(Name and title of person signing statement)

By: [Signature]
(Signature)

CERTIFIED PUBLIC ACCOUNTANT STATEMENT

In accordance with M.G.L. 30, Section 39R I, Robert L. Dugas, CPA
a certified public accountant, state that I have examined the above Statement of Management on internal accounting controls, and that in my opinion (1) the representations of management are consistent with the result of management's evaluation of the system of internal accounting controls; and (2) that such representations of management are, in addition, reasonable with respect to transactions and assets in amounts which would be material when measured in relation to the above referenced successful bidder's financial statements.

Robert L. Dugas, CPA
(Signature)

Dugas, Andrews & Bramwell, LLC

720 Washington Street

Co. Building name, address and telephone number)
Hanover, MA 02339

APPENDIX I

PERFORMANCE BOND AND PAYMENT BOND
FOR CONTRACTS OVER \$2000

PERFORMANCE BOND

(PUBLIC CONTRACT - COMMONWEALTH OF MASSACHUSETTS)

Bond No. 929473995

KNOW ALL MEN BY THESE PRESENTS:

That Sequoia Construction, Inc., 10 Buckley Avenue, Whitman, MA 02382

as Principal, hereinafter called Contractor, and Western Surety Company, 100 Newport Ave Extension, 4th Floor, Quincy, MA 02171

as Surety, hereinafter called Surety, are held and firmly bound unto City of Somerville
93 Highland Ave., Somerville, MA 02143

as Obligee, hereinafter called Owner, in the penal sum of **ONE HUNDRED THIRTY-FIVE THOUSAND NINE HUNDRED AND NO/100THS**

DOLLARS (\$135,900.00

for the payment of which sum well and truly to be made we bind ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

WHEREAS, Contractor has by written agreement dated

entered into a contract with Owner for **ADA Ramp Construction, 4 Locations Bid # 09-40CD**

which contract is by reference made a part hereof, and is hereinafter referred to as the Contract.

NOW, THEREFORE, THE CONDITION OF THIS OBLIGATION is such that, if the Contractor shall well and truly perform and fulfill all the undertakings, covenants, terms, conditions, and agreements for said Contract during the original term of said Contract and any extensions thereof that may be granted by the Owner, with or without notice to the Surety, and during the life of any guaranty required under the contract, and shall also well and truly perform and fulfill all the undertakings, covenants, terms, conditions, and agreements of any and all duly authorized modifications of said Contract that may hereafter be made, notice of which modifications to Surety being hereby waived, then this obligation to be void; otherwise to remain in full force and virtue.

IN WITNESS WHEREOF, the parties hereto have hereunto set their hands and affixed their seals on

Sequoia Construction, Inc.

Witness as to Principal:

Michael McGinnis

By

[Signature] **CLERK**

Western Surety Company

By

May Elb Hegr

[Signature]
Adam W. DeSanctis, Attorney-in-Fact

PAYMENT BOND

(PUBLIC CONTRACT - COMMONWEALTH OF MASSACHUSETTS)

Bond No. 929473995

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DOLLARS (\$135,900.00)

for the payment of which sum well and truly to be made we bind ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

WHEREAS, Contractor has by written agreement dated

entered into a contract with Owner for ADA Ramp Construction, 4 Locations Bid # 09-40CD

NOW, THEREFORE, if the Contractor and his subcontractors shall pay for labor performed and materials used or employed in the employed in the prosecution of the work provided for in said contract and for all other items of the kind and nature specified in Chapter 149, Section 29, of the General Laws of Massachusetts, then this obligation shall be void; otherwise to remain in full force and effect;

PROVIDED, HOWEVER, that in order to obtain the benefits of this bond, all claimants shall comply with all the provisions of said of said Chapter 149, Section 29, which are pertinent to their claims, and all rights and liabilities on this bond shall be determined and limited by said section to the same extent as if this were copied at length herein.

IN WITNESS WHEREOF, the parties hereto have hereunto set their hands and affixed their seals on

Witness as to Principal:

Sequoia Construction, Inc.

By

Western Surety Company

By

Adam W. DeSanctis, Attorney-in-Fact